

	<h2 style="text-align: center;">State of South Carolina</h2> <p style="text-align: center;">Request for Proposal AMENDMENT #1</p>	Solicitation Number:	5400009773
		Date Issued:	06/03/2015
		Procurement Officer:	Evelyn G. Morgan
		Phone:	(803) 898-9666
		E-Mail Address:	emorgan@ddsn.sc.gov

DESCRIPTION: **Consultants of Community Inclusive Residences Individually Supported (CIRIS)**

USING GOVERNMENTAL UNIT: **SC Department of Disabilities and Special Needs**

The Term "Offer" Means Your "Bid" or "Proposal". Unless submitted on-line, your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS: SCDDSN Procurement Office PO Box 4706 Columbia SC 29240	PHYSICAL ADDRESS: SCDDSN Procurement Office 3440 Harden Street Extension Columbia SC 29203
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SUBMIT OFFER BY (Opening Date/Time): **07/07/2015 10:30:00** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **06/22/2015 13:00:00** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **Original and 6 copies marked "Copy".**

CONFERENCE TYPE: Pre-Bid/Proposal DATE & TIME: 06/17/2015 10:00:00 – 14:00:00 <small>(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)</small>	LOCATION: SCDDSN 3440 Harden Street Extension Columbia, SC 29203 Conference Room 251
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AWARD & AMENDMENTS	Award will be posted on 07/13/2015 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.procurement.sc.gov
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Unless submitted on-line, you must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.
(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR <small>(full legal name of business submitting the offer)</small>		Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.
AUTHORIZED SIGNATURE <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small>		
TITLE <small>(business title of person signing above)</small>		TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>
PRINTED NAME <small>(printed name of person signing above)</small>		STATE VENDOR NO. <small>(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)</small>
DATE SIGNED		STATE OF INCORPORATION <small>(If you are a corporation, identify the state of incorporation.)</small>

OFFEROR'S TYPE OF ENTITY: (Check one) (See "Signing Your Offer" provision.)

☐ Sole Proprietorship ☐ Partnership ☐ Other _____
☐ Corporate entity (not tax-exempt) ☐ Corporation (tax-exempt) ☐ Government entity (federal, state, or local)

AMENDMENT # 1

SOLICITATION #5400009773

CHANGE: DESCRIPTION – PAGE # 1- COVER PAGE

FROM: Consultants of Community Inclusive Residences Individually Supported (CIRIS)

TO: Community Inclusive Residential Supports (CIRS)

CHANGE: PAGE #3 – SECTION - I. SCOPE OF SOLICITAION

FROM: If Offeror is a non-residential habilitation consultant, the residential habilitation provider will select the consultant it chooses to work with who will coordinate all activities with each contractor's designated "Community Inclusive Residences Individually Supported" (CIRIS) Coordinator. The CIRIS coordinator will attend all training sessions and be involved in all aspects of CIRIS development and implementation.

TO: If Offeror is a non-residential habilitation consultant, the residential habilitation provider will select the consultant it chooses to work with who will coordinate all activities with each contractor's designated "Community Inclusive Residential Supports" (CIRS) Coordinator. The CIRS coordinator will attend all training sessions and be involved in all aspects of CIRS development and implementation.

FROM: If a residential habilitation provider is the Offeror, it will implement its own CIRIS model under the supervision of DDSN, Office of Policy.

TO: If a residential habilitation provider is the Offeror, it will implement its own CIRS model under the supervision of DDSN, Office of Policy.

FROM: For purposes of this RFP, all other models approved through this solicitation will be named Community Inclusive Residences Individually Supported (CIRIS).

TO: For purposes of this RFP, all other models approved through this solicitation will be named Community Inclusive Residential Support (CIRS).

PAGE #8 – SECTION – II. INSTRUCTIONS TO OFFERORS – A. GENERAL INSTRUCTIONS

QUESTIONS FROM OFFERORS (JAN 2004)

CHANGE: Email is the preferred method for submitting questions with 'Questions: CIRIS Model' as the subject of the email.

TO: Email is the preferred method for submitting questions with 'Questions: CIRS Model' as the subject of the email.

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SOLICITATION #5400009773

CHANGE: PAGE #14 – SECTION - III. SCOPE OF WORK – Introduction – A. Purpose

FROM: While the current CLOUD model uses a contractor that does not provide direct services (e.g., residential habilitation) to design and implement the model with residential habilitation providers, DDSN is open to approved providers of residential habilitation submitting proposals for consumers they serve. If the Contractor is a non-residential habilitation provider, the residential habilitation provider (or Provider) will select the Contractor who will coordinate all activities with each provider's designated "Community Inclusive Residences Individually Supported" CIRIS Coordinator. The CIRIS coordinator will attend all training sessions and be involved in all aspects of CIRIS development and implementation.

TO: While the current CLOUD model uses a contractor that does not provide direct services (e.g., residential habilitation) to design and implement the model with residential habilitation providers, DDSN is open to approved providers of residential habilitation submitting proposals for consumers they serve. If the Contractor is a non-residential habilitation provider, the residential habilitation provider (or Provider) will select the Contractor who will coordinate all activities with each provider's designated "Community Inclusive Residential Supports" CIRS Coordinator. The CIRS coordinator will attend all training sessions and be involved in all aspects of CIRS development and implementation.

FROM: If the Offeror is a residential habilitation provider it will implement its own CIRIS model under the supervision of DDSN, Office of Policy. In the case where the Offeror is a residential habilitation provider, the terms "Contractor" and "Provider" are used interchangeably.

TO: If the Offeror is a residential habilitation provider it will implement its own CIRS model under the supervision of DDSN, Office of Policy. In the case where the Offeror is a residential habilitation provider, the terms "Contractor" and "Provider" are used interchangeably

FROM: Those proposals meeting the evaluation criteria will be added to DDSN's list of qualified providers of Consultants of Community Inclusive Residences Individually Supported (CIRIS).

TO: Those proposals meeting the evaluation criteria will be added to DDSN's list of qualified providers of Community Inclusive Residential Supports (CIRS).

ON PAGE#15 – UNDERNEATH – CLOUD SERVICE MODEL: ROLES AND RESPONSIBILITIES OF CONTRACTOR

ADD: "The CLOUD model is being described herein as a guide to help offerors with their proposal to provide CIRS."

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CHANGE: PAGE #15 - SECTION - UNDERNEATH – CLOUD SERVICE MODEL: ROLES AND RESPONSIBILITIES OF CONTRACTOR

FROM: A. Coordinating all activities with each provider's designated "CIRIS Coordinator." The CIRIS coordinator will attend all training sessions and be involved in all aspects of CIRIS development and implementation.

TO: A. Coordinating all activities with each provider's designated "CIRS Coordinator." The CIRS coordinator will attend all training sessions and be involved in all aspects of CIRS development and implementation.

CHANGE: PAGE #17 and #18 - SECTION - IV. INFORMATION FOR OFFERORS TO SUBMIT

INFORMATION FOR OFFERORS TO SUBMIT -- EVALUATION (JAN 2006)

FROM: d. Identification of potential consumers – this section will describe the processes that will take place to identify potential participants. For example, a review of SIS scores and corresponding parameters, conducting informational sessions, developing materials for consumers and families, conducting orientation training for consumers, families and staff, and any other approaches that will take place to reach out to potential consumers. In addition, the materials and their content for each approach must be included in this section. Please note: When the Offeror (CIRIS Consultant) is not a residential habilitation provider working with a provider organization, the provider organization will invite a pre-selected group of consumers based upon input from team meetings. Consumers and their families, as appropriate, attend an information session that outlines the project description, types of available supports, and responsibilities of the participants. The CIRIS Consultant reviews the Support Intensity Scale (SIS) Interview Reports, interviews the participants, their families and staff and conducts a record review. The consultant then meets with the entire team to determine if the participant would be a good candidate for the project.

TO: d. Identification of potential consumers – this section will describe the processes that will take place to identify potential participants. For example, a review of SIS scores and corresponding parameters, conducting informational sessions, developing materials for consumers and families, conducting orientation training for consumers, families and staff, and any other approaches that will take place to reach out to potential consumers. In addition, the materials and their content for each approach must be included in this section. Please note: When the Offeror (CIRS Consultant) is not a residential habilitation provider working with a provider organization, the provider organization will invite a pre-selected group of consumers based upon input from team meetings. Consumers and their families, as appropriate, attend an information session that outlines the project description, types of available supports, and responsibilities of the participants. The CIRS Consultant reviews the Support Intensity Scale (SIS) Interview Reports, interviews the participants, their families and staff and conducts a record review. The consultant then meets with the entire team to determine if the participant would be a good candidate for the project.